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MONTHLY REPORT FOR THE CARTOGRAPHY DIVISION

Month of April 1959

A. Major Research and Technical Support Activity

Summary of Cartographic Production and Accomplishments:

Although the production during the month of April was down somewhat, Division acceptance of new requests for the production of maps and charts was the highest of any month on record. Requests totaled 196, up 83% over the previous month. Total Division workload at the end of the month was 536 jobs, an increase of 20% over March. The attached statistical record reflects the usual end of the fiscal year build-up, more markedly so, however, this year than that of previous years.

Man-hours of overtime use in the Division in April totaled 247, 22 of which were credited against special teaching in OTR of French Language class by [REDACTED] 25X1A9a Because of the current workload and pressure to meet deadlines, it will be necessary to use overtime if we are to meet commitments. Every effort will be made to hold to a maximum of 200 man-hours per month. During May we have committed 32 hours of overtime to assist in the preparation of TFP reports for St/I.

Considerable effort was expended by the Division in support of various operational activities of DD/P. Three major projects received the bulk of the effort. The Special Support Branch supported special rush reports on the Tibet-China area, GC/C and GC/F cooperatively produced two operational maps and sent three more of the series on the same area to reproduction. In addition 4 training maps for the new training area were prepared and sent to reproduction. [REDACTED] 25X1A9a Chief of the Development and Construction Branch, spent 3 days at 25X1A6a [REDACTED] on follow-up training work. Along with the above projects, a rush map on the Iran-Iraq-Turkey Border Tribes was completed and sent to reproduction.

Two administrative atlases are in progress in the Division, Volume II of the Oblast Maps of the USSR is approximately 80% completed in reproduction and the Communist China Atlas being prepared jointly by D/GG and D/GC is about 75% completed in Cartography.

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Work on the [REDACTED] is current in D/GC. Change of plans in St/I has resulted in a temporary slowing down of requests placed upon the Division.

Monthly Report - Cartography Division

April 1959

Slow but steady progress is being made in the production of special city plans in cooperation with PIC. Of the 30 maps in progress, twenty-seven at PIC and 3 in D/GC, all but 12 have been completed or are in various stages of completion. DD/P has submitted a list of 20 additional cities for which they desire maps and these will be added to their original request.

B. Planning and Development

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Recent developments in the Far East have forced the Division to re-evaluate the staffing of the Far East Branch. Active efforts at recruiting another cartographer with suitable capability and experience to specialize on China were taken by the Chief, D/GC. Name actions were initiated both for this position and the position left vacant by [REDACTED] in GC/S.

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Plans for the attendance of [REDACTED] at the International Design Conference to be held at Aspen, Colorado, 21-27 June have been approved. This Conference is the largest of its kind held in the U. S. and attracts outstanding designers from all parts of the world.

A city plan of Berlin, scale 1:100,000 has been prepared by (GC/B) [REDACTED] in preparation for any need arising from the Berlin and possible Summit Conferences. *act 4*

The Division has placed a request upon TSS/TSL to take over the investigation of electroluminescent panels and develop prototype equipment. The Division has been working for some time trying to develop a suitable substitute for large, bulky light tables for drafting and compilation work and it is believed the luminescent panel development has reached a stage where technical knowledge and competence superior to that available in the Division is needed to perfect these panels for our use. This does not involve exchange of funds.

C. Significant Outside Contacts and Activities

None

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Monthly Report - Cartography Division

April 1959

D. Problems

The biggest problem facing the Division is the increasing demands for cartographic support resulting from end-of-year efforts to meet schedules. Every effort will be made to keep abreast of commitments but we are faced with an overload in the Reproduction and Services Division which in turn affects our ability to meet our deadlines. Work in our Lab has been temporarily suspended with one person assigned to assist in the Drafting Section and the other to support work in the Chart and Graph Section as needed.

E. Miscellaneous

The Chief, D/GC, left on a six-week TDY for a tour of European cartographic establishments. He will return the 6th of June.

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██████████ Chief, Cartographic Lab Section, attended the 15th Seminar-Workshop in Visual Communications sponsored by the Technifax Corporation in Holyoke, Mass., 21-23 April.

Seven Division employees attended the AAG meetings held in Pittsburgh, Pa., 29 March - 2 April.

Personnel of the Far East Branch attended two sessions of the OIR course on "East Asia, Comparative Analysis".

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██████████ resigned from the USSR-Satellites Branch to accept an overseas assignment in the ██████████

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██████████ compositor in the Composing Section of the Development and Construction Branch, was required by doctor's order to take an extended period of leave. A substitute compositor has been temporarily assigned by the Reproduction Division to help out during his absence.

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S-E-C-R-E-T

A. SUMMARY FOR APRIL 1959

Agency	Entered	% of Total Entered	Completed	% of Total Completed
CIA: DCI	2	1%	2	2%
DD/I/ ORR	66	34%	54	51%
OSI	26	13%	6	6%
NIS	56	29%	4	4%
ONE	7	3%	6	6%
OCI	22	11%	23	21%
PIC	0	0%	5	5%
DD/P	12	6%	2	2%
<b>TOTAL CIA: 191</b>		<b>97%</b>	<b>102</b>	<b>97%</b>
State	1	1%	2	2%
State/NIS	4	2%	1	1%

B. 6 MONTHS SUMMARY

Months	New Maps and Charts Ent'd.	New Maps and Charts Completed	Number of Prints	Reruns Completed	No. of Rerun Prints
April	196	105	69,663	69	45,538
March	116	136	73,682	29	18,158
February	137	97	49,750	41	35,255
January	122	85	65,317	27	18,465
December	124	89	50,006	29	20,588
November	85	115	50,367	52	40,684
<b>TOTALS:</b>	<b>780</b>	<b>627</b>	<b>358,785</b>	<b>247</b>	<b>178,688</b>

S-E-C-R-E-T

C. SERVICE AND REPRODUCTION PROCESSING DURING PAST 6 MONTHS

<u>Months</u>	<u>Number of Completed X-Jobs</u>	<u>Manhours Required X-Jobs</u>	<u>* Number of Processing Jobs</u>	<u>Number of Items</u>
April	8	36	150	29,724
March	6	38	154	16,978
February	6	10	125	35,425
January	2	2	113	19,478
December	2	10	116	32,274
November	7	11	105	30,688
TOTALS:	31	107	763	164,567

\* Except for final maps and reruns.

- 3 -

S-E-C-R-E-T

S-E-C-R-E-T

D. MAPS AND CHARTS COMPLETED IN PAST 6 MONTHS

Agency	November	December	January	February	March	April
CIA	85	79	69	88	113	98
CIA/NIS	28	3	12	6	18	4
STATE	0	2	2	1	4	2
STATE/NIS	2	5	2	2	1	1
OTHER	0	0	0	0	0	0
TOTALS:	115	89	85	97	136	105

E. SUMMARY OF WORK LOAD, MAPS AND CHARTS, AS OF 1 MAY 1959 - Does Not Include Service Jobs

STATUS	GC/S	GC/F	GC/E	GC/C *	GC/X	TOTALS
In Reproduction	9	10	9	25	6	59
In Proof	0	24	38	53	0	115
In Check	20	28	1	10	1	60
In Drafting	29	11	6	103	12	161
In Compilation	68	40	12	0	21	141
TOTALS:	126	113	66	191	40	536

\* Excludes jobs assigned to Drafting  
Section from Compilation Branches.

- 4 -

S-E-C-R-E-T

S-E-C-R-E-T

F. NIS MAP COORDINATOR REPORT FOR APRIL 1959

	<u>New Requests</u>	<u>To Reproduction</u>	<u>From Reproduction</u>	<u>In Reproduction</u>	<u>Remain for Processing</u>
* NIS Contributors:					
FINALS	4	2	16	39	2
PROOFING	<u>52</u>	<u>49</u>	<u>38</u>	<u>34</u>	<u>0</u>
Total NIS:	92	51	54	73	2
 LIBRARY RERUNS	13	36	45	36	2
SERVICE JOBS	4	4	2	2	0

\* This data not included in Division Summary Report.

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